



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
HELD ON MONDAY 22ND JANUARY 2018
1900h, 17 Colburn Ave, CATERHAM**

Chairman: Geoff Duck (GD)

Attendees: George Dennis (GDe), Jenny Gaffney (JG), Cherie Callender (CC),
Mary Mountain (MM), Edward Howard (EH), John Cheetham (JC),
Chris Windridge (CW)

Apologies: Julian Palmer (JP), Richard York (RY), John Orrick (JO), Mike Smith (MS)

Clerking: Maureen Gibbins (MG)

1. Minutes of last meeting. Matters arising not in this agenda. Masterplan submission.

The minutes of the meeting held on 4th January 2018 were approved and signed by the chairman of the meeting. There were no matters arising that are not in the agenda. GD confirmed that MG submitted the CR3 Forum response to the Masterplan.

2. Approve such Site Assessments as may be to hand.

There were no site assessments for approval at this time.

It was agreed that a site assessment needs to be undertaken on Church Walk. **MG** to request MS to undertake this.

3. Progress with Reg16 Submission.

GDe has written a parking policy; it was agreed T02 needs to be referenced in the policy. The new LGS policy needs to be circulated to the Steering Group. GDe requested GD to contact David Carlise who has not responded to communications from GDe.

CW confirmed that the Business policies have been redone and have incorporated parking issues.

A section of the Statement of Consultation has been extracted and is now included as Appendix B as the layout was not compliant with the rest of the document.

GD has met with Sarah Thompson (ST) who confirmed that the NP documents do need to be submitted formally to TDC for the consultation. It is anticipated that TDC will review the documents within 1 month.

SCC is now paying attention to the highways issues

AECOM is undertaking work and new information is coming forward

Mapping is quite illustrative and not quite planning compliant. It was agreed the frame of the maps needs to be larger to show linkage and overlap.

The Basic Conditions Statement from QUOD is better than the TDC one

Policies are go be reviewed against the Local Plan and Core Strategies

JG to proofread the document

Delivery and Monitoring Statement – will be maintained by the Clerks who will get the relevant information from TDC.

LGS Statement – Planning Definition

PPG – Planning Policy Guidance – list of sites

SOC – **MG** continues to update

Appendix B is a separate document as layout could not be easily reformatted.

MG reviewing Education Data

ST and DC are worried regarding carbon dioxide levels.

SAC's may affect habitats directive

January 2018 – submission plan

Glossary of Terms

Health & Education

Housing

Infrastructure

Transport

Parking – Review in T02

GSHD02 awaited from GDe

ST at TDC to check documents prior to formal Reg 16 6 week consultation. To be with ST by Friday 26th January.

MM confirmed that maps are missing from Community Hubs. **GD** to rectify CR3 NP to be changed to Caterham, Chaldon and Whyteleafe NP

4. Budget. Website engineering. PR. Design Guidance – outcome of 17th Jan tour.

GD confirmed that all seems in hand with HB, Clerk at CoH.

Budget is in order

GD to contact QUOD re £5k invoice

QUOD and AECOM to be used for help and advice.

GDe met with AECOM and gave them a tour of the NP area. AECOM confirmed they have never worked in an area so dominated by valleys.

5. Delivery and Monitoring.

Delivery and Monitoring Statement – will be maintained by the Clerks who will get the relevant information from TDC. Statistics are to be maintained to identify if delivery and monitoring is being undertaken on a monthly basis.

Planning applications to be monitored along with the Local Plan and NP.

Businesses and employment, housing, green space (delivery and monitoring group comprising of individuals from the 4 Parishes) **JO** to organise.

Parking not monitored, housing is easier and education is a long-winded process

6. AOB.

CW has bid for £3000 for website, winding through Locality system.

Rotary launched junior photographic competition - topic - urban scene. Suggestion coming may be able to be used for NP and help with policies

Caterham Town Centre Working Group - all to go on 1st February at Soper Hall commencing 6pm to hear from Ropemakers. Meeting was subsequently cancelled

7. Time date place next meeting

12th February, 1900hrs, 17 Colburn Avenue

28th February, 1900hrs, 17 Colburn Avenue